

**DEKALB COUNTY SOIL AND WATER
CONSERVATION DISTRICT
AGENDA**

**Wednesday October 9, 2019
Monthly Board Meeting Time 7:00 p.m.**

Call to Order: 7:00 p.m.

Approval:

1. October 9, 2019 Agenda
2. September 25, 2019 Minutes
3. Treasurers Report

Reports:

1. NRCS
2. Natural Resources Education (U of I Extension)
3. Resource Conservationist
4. Executive Director

Operations:

1. Correspondence
2. Time Sheets

Unfinished Business:

- 1.

New Business:

1. Annual Plan of Work
2. Approve Annual Financial Review
3. CPP projects Bruch and Walnut Grove (Gene Heinsohn)
4. PPCC contract amendments

Next Meeting: The next scheduled Board Meeting is November 13, 2019 at 7:00 p.m. at the DeKalb County SWCD Conference room.

*Our mission is to responsibly conserve healthy soil and clean water for all generations
Celebrating 72 years of Service to DeKalb County*



Meeting Minutes DeKalb County Soil and Water Conservation District

Call to order

A meeting of the DeKalb County SWCD was held at the DeKalb County Farm Bureau Center for Agriculture in Sycamore Illinois on September 11, 2019. The meeting was called to order by Chairman John Begun at 7:00 p.m.

Attendees

Attendees included: Directors, John Begun, Dan Kenney

Associate Directors: Nick Moore, Gordon Kohn, Byron Cann, Rick Bend and Peggy Doty

Staff: Dean Johnson and Jeff Woodyatt

NRCS:

Guest:

Directors not in attendance

Members not in attendance included: Paul Kuhn, Lynn Martz and Scott Pumroy

Approval of the agenda

Motion to approve agenda made by: No quorum

Approval of minutes

Motion to approve minutes of the August 14, 2019 meeting made by: No quorum

Approval of Treasurers Report

Motion to approve the Treasures Report made by: No quorum

Reports

NRCS Report: Acting District Conservationist Lori Younker provided a written update as to the activities of the NRCS in the month of August and the outlook for September.

SWCD Resource Conservationist: Jeff Woodyatt provided a written report of the activities of the Resource Conservationist for the month of August and the outlook for activities occurring in September.

SWCD Executive Director: Dean Johnson provided a written report of the activities of the Executive Director for the month of August and the outlook for September.

University of Illinois Natural Resources Educator: Peggy Doty will be attending and instructing for the Water School Program.

Correspondence

Mike Richolson's sister Pat has passed away.

The IDOA has announced the allocations for the SWCD's for FY20; DeKalb will receive \$40,721.65 for operations and \$10,000.00 for CPP cost share.

The Section FFA Soil judging contest will be held on October 4 north of Genoa.

Dean spoke on the Farm Progress show and his experience with the Augmented Sandbox.

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Begun

Unfinished business

New business

Because of the lack of a quorum no new business was addressed.

Adjournment

Motion to Adjourn: The meeting concluded at 7:30.

Announcements

The next meeting of the DeKalb County SWCD will be October 9, 2019 at 7:00 p.m.. The meeting will be held in the SWCD conference room located in the DeKalb County Farm Bureau's Center for Agriculture in Sycamore, Illinois.

Chairman

Date



Meeting Minutes DeKalb County Soil and Water Conservation District

Call to order

A meeting of the DeKalb County SWCD was held at the DeKalb County Farm Bureau Center for Agriculture in Sycamore Illinois on September 25, 2019. The meeting was called to order by Chairman John Begun at 11:04 a.m.

Attendees

Attendees included: Directors, John Begun, Dan Kenney, Scott Pumroy, Lynn Martz and Paul Kuhn

Associate Directors: Byron Cann and Anita Zurbrugg

Staff: Dean Johnson and Jeff Woodyatt

NRCS:

Guest:

Directors not in attendance

Members not in attendance included:

Approval of the agenda

Motion to approve agenda made by: Director Pumroy, seconded by Director Martz, approved.

Approval of minutes

Motion to approve minutes of the August 14, 2019 meeting made by: Director Martz, seconded by Director Kuhn, approved.

Approval of Treasurers Report

Motion to approve the Treasures Report made by: Director Kuhn, seconded by Director Kenney, approved.

Reports

NRCS Report: Acting District Conservationist Lori Younker provided a written update as to the activities of the NRCS in the month of August and the outlook for September.

SWCD Resource Conservationist: Jeff Woodyatt provided a written report of the activities of the Resource Conservationist for the month of August and the outlook for activities occurring in September.

SWCD Executive Director: Dean Johnson provided a written report of the activities of the Executive Director for the month of August and the outlook for September.

University of Illinois Natural Resources Educator: Peggy Doty will be attending and instructing for the Water School Program.

Correspondence

Mike Richolson's sister Pat has passed away.

The IDOA has announced the allocations for the SWCD's for FY20; DeKalb will receive \$40,721.65 for operations and \$10,000.00 for CPP cost share.

The Section FFA Soil judging contest will be held on October 4 north of Genoa. The DeKalb SWCD will be assisting.

Dean spoke on the Farm Progress show and his experience with the Augmented Sandbox.

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Begun

Unfinished business

None

New business

Employee Insurance- Director Kenney moved that the District employees Dean Johnson and Jeff Woodyatt be allowed to participate in the State Health insurance program funded partially by the Illinois Department of Agriculture. Director Kuhn seconded the motion, motion carried.

CPP Waterway Project Cancellation- Director Kenney moved to cancel the CPP grassed waterway project with Rebecca Montgomery. Motion was seconded by Director Martz, motion carried.

Natural Resource Information Report- Director Martz moved to approve the natural resource information report for Daniel Josh and to recommend approval to the County Board. Director Kuhn seconded the motion, motion carried.

Signature Authority for Resource Conservationist- Director Kenney moved to allow Jeffery Woodyatt to sign CRP contracts when the Executive Director or Director is not available. Motion was seconded by Director Pumroy, motion carried.

Director Kuhn moved to give signatory authority to Jeffery Woodyatt for the District checking account. Director Martz seconded the motion, motion carried.

Watershed Leadership Conference- Director Martz moved to approve the Executive Director's and the Resource Conservationist's expenses for attending the Leadership for Midwestern Watersheds conference which will be held in Cedar Rapids, Iowa in November. Director Kuhn seconded the motion, motion carried.

NRCS Contribution Agreement- Director Kenney moved that the DeKalb County SWCD not participate in the FY20 Contribution Agreement with NRCS. Director Martz seconded the motion, motion carried.

Adjournment

Motion to Adjourn: Director Kenney moved to adjourn the meeting. Director Kuhn seconded the motion, motion carried. Meeting adjourned at 12:00 p.m.

Announcements

The next meeting of the DeKalb County SWCD will be October 9, 2019 at 7:00 p.m.. The meeting will be held in the SWCD conference room located in the DeKalb County Farm Bureau's Center for Agriculture in Sycamore, Illinois.

Chairman

Date

DeKalb County SWCD

10/1/2019 3:04 PM

Register: 2050 · CREDIT CARDS

From 09/01/2019 through 10/01/2019

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Ref.</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Charge</u>	<u>C</u>	<u>Payment</u>	<u>Balance</u>
09/07/2019		Intuit	6000 · OFFICE EXPE...	Intuit Payroll	4.25	X		299.75
09/10/2019		Hobby Lobby	6000 · OFFICE EXPE...	Watershed Post...	18.00			317.75
09/16/2019		USPS	6010 · DELIVERY:60...	Postage	60.60			378.35
09/24/2019	1538	PNC Bank	1000 · UNRESTRICT...	Act. 0548 Dean			299.75	78.60

DeKalb County SWCD

10/1/2019 3:03 PM

Register: 1000 · UNRESTRICTED CASH:1002 · IL FUNDS OPERATIONS ACCOUNT:1002.01 · General Operations

From 09/01/2019 through 09/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
09/06/2019			-split-	Deposit		1,658.85	132,032.51
09/06/2019	1529	Applied Ecological S...	6500 · Reimbursed Ex...	Watershed Plan	7,573.00		124,459.51
09/06/2019	1530	Foster's Tax & Acco...	5400 · PROFESSION...	Quarterly Tax ...	140.00		124,319.51
09/06/2019	To Print	FirStar	-split-	36-2438424	1,485.14		122,834.37
09/06/2019	To Print	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	329.70		122,504.67
09/11/2019	1533	Barry Aves	5200 · PROGRAM EX...	CPP Cover Cro...	1,200.00		121,304.67
09/11/2019	1534	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas	166.79		121,137.88
09/11/2019	1531	Dean H Johnson	-split-		1,747.97		119,389.91
09/11/2019	1532	Jeffery P. Woodyatt	-split-		1,183.22		118,206.69
09/23/2019			-split-	Deposit		3,235.00	121,441.69
09/24/2019	1535	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone	134.09		121,307.60
09/24/2019	1536	Frontier	6021 · INTERNET/W...	Internet and ph...	108.54		121,199.06
09/24/2019	1537	AISWCD	5350 · Director Expens...	Workers Comp...	1,221.61		119,977.45
09/24/2019	1538	PNC Bank	2050 · CREDIT CARDS	Visa	299.75		119,677.70
09/24/2019	1541	SWCD Insurance Gr...	-split-	LTD, STD, Lif...	397.36		119,280.34
09/25/2019	1542	Logan Hollow Fish F...	5000 · COST OF GOO...	Fish	4,454.85		114,825.49
09/25/2019	1539	Dean H Johnson	-split-		1,747.98		113,077.51
09/25/2019	1540	Jeffery P. Woodyatt	-split-		1,183.22		111,894.29

DeKalb County SWCD
Balance Sheet
 As of October 1, 2019

	<u>Oct 1, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	111,927.89
1003 · Certificate of Deposits	<u>120,000.00</u>
Total Checking/Savings	231,927.89
Accounts Receivable	
1200 · Accounts Recievable	<u>3,448.41</u>
Total Accounts Receivable	3,448.41
Other Current Assets	
1350 · Assets Held by DCFB Foundation	37,440.99
1355 · Accounts Held by DCCF	<u>68,962.22</u>
Total Other Current Assets	<u>106,403.21</u>
Total Current Assets	341,779.51
Fixed Assets	
1510 · OFFICE FURN, FIX, & EQUIPMENT	1,842.97
1520 · EQUIPMENT	17,741.84
1530 · VEHICLES	<u>14,305.00</u>
Total Fixed Assets	<u>33,889.81</u>
TOTAL ASSETS	<u><u>375,669.32</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	<u>78.60</u>
Total Credit Cards	78.60
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	2,173.11
2155 · Accured Wages	1,810.94
2160 · Accured Vacation	<u>9,843.91</u>
Total Other Current Liabilities	<u>13,827.96</u>
Total Current Liabilities	<u>13,906.56</u>
Total Liabilities	13,906.56
Equity	
3900 · Retained Earnings	390,717.59
Net Income	<u>-28,954.83</u>
Total Equity	<u>361,762.76</u>
TOTAL LIABILITIES & EQUITY	<u><u>375,669.32</u></u>

IEPA

DeKalb County SWCD
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · State Government Support	0.00	40,721.65	-40,721.65	0.0%
4150 · State Government Support/PPP	0.00	0.00	0.00	0.0%
4200 · Local Government Support	28,000.00	30,000.00	-2,000.00	93.3%
4250 · Township support	750.00	2,000.00	-1,250.00	37.5%
4300 · Other Public Support	500.00	40,800.00	-40,300.00	1.2%
4355 · DCCF Watershed Coordinator Gran	0.00	25,000.00	-25,000.00	0.0%
4400 · Sales	7,594.80	67,450.00	-59,855.20	11.3%
4615 · Contract Labor	619.00	7,500.00	-6,881.00	8.3%
4800 · Interest	0.00	5,000.00	-5,000.00	0.0%
4900 · Other	435.00	0.00	435.00	100.0%
4901 · Reimbursements	573.50	500.00	73.50	114.7%
4975 · Gain/(Loss) on Assets DCFBFound	380.70	0.00	380.70	100.0%
4980 · Gain/(Loss) on Assets at DCCF Fo	-1,407.17	0.00	-1,407.17	100.0%
Total Income	37,445.83	218,971.65	-181,525.82	17.1%
Cost of Goods Sold				
5000 · COST OF GOODS SOLD	4,454.85	30,900.00	-26,445.15	14.4%
Total COGS	4,454.85	30,900.00	-26,445.15	14.4%
Gross Profit	32,990.98	188,071.65	-155,080.67	17.5%
Expense				
5100 · PAYROLL EXPENSES	32,256.36	132,679.38	-100,423.02	24.3%
5200 · PROGRAM EXPENSE	2,783.75	0.00	2,783.75	100.0%
5250 · EDUCATION AND PROMOTION	57.99	1,300.00	-1,242.01	4.5%
5300 · INSURANCE	0.00	0.00	0.00	0.0%
5350 · Director Expense	1,284.18	3,390.00	-2,105.82	37.9%
5400 · PROFESSIONAL SERVICES	140.00	3,150.00	-3,010.00	4.4%
5410 · Licenses/Fees	0.00	229.00	-229.00	0.0%
6000 · OFFICE EXPENSE	513.72	4,500.00	-3,986.28	11.4%
6010 · DELIVERY	225.60	650.00	-424.40	34.7%
6020 · TELEPHONE	402.27	1,625.00	-1,222.73	24.8%
6021 · INTERNET/WEBSITE	325.62	1,505.00	-1,179.38	21.6%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	280.00	2,020.00	-1,740.00	13.9%
6050 · TRAVEL	89.00	125.00	-36.00	71.2%
6051 · MEALS AND ENTERTAINMENT	97.94	200.00	-102.06	49.0%
6060 · CONFERENCES/TRAINING	734.07	1,240.00	-505.93	59.2%
6100 · REPAIRS & MAINTENANCE	0.00	1,000.00	-1,000.00	0.0%
6150 · VEHICLES EXPENSE	2,233.16	4,400.00	-2,166.84	50.8%
6500 · Reimbursed Expenses	20,522.15	0.00	20,522.15	100.0%
7000 · Balance Adjustments	0.00	0.00	0.00	0.0%
8999 · Other Expense	0.00	0.00	0.00	0.0%
Total Expense	61,945.81	158,013.38	-96,067.57	39.2%
Net Ordinary Income	-28,954.83	30,058.27	-59,013.10	-96.3%
Net Income	-28,954.83	30,058.27	-59,013.10	-96.3%